

Memorandum

**TO: ECONOMIC DEVELOPMENT
AND ENVIRONMENT
COMMITTEE**

FROM: Leslye Corsiglia
Stephen M. Haase

SUBJECT: See Below

DATE: March 22, 2002

Approved

Date

**SUBJECT: MONTHLY STATUS REPORT ON HOUSING PRODUCTION TEAM
ACTION ITEMS**

This report is the March 2002 monthly update on the Administration's progress in addressing the recommendations of the Housing Production Team (HPT). We continue to make progress, as the attached chart shows:

Status of Recommendation	Number	Percentage
Complete	43	60%
In Progress-- Completion by 6/02	12	17%
In Progress- Completion by 12/02*	9	12%
On Hold	8	11%

*These items are all related to completion of the Housing Opportunities Study.

The following actions have been taken or will be taken by the April 8th Committee date:

- In February, the Redevelopment Agency released Requests for Qualifications for two Agency-owned Downtown sites (HPT Recommendation #17). Eighteen developer responses were received by the March 8th submittal deadline. The fourth historic house for sale to San Jose State University for faculty housing (HPT Recommendation #37) is scheduled for Agency Board action on March 26th.
- The Planning, Building and Code Enforcement Department continues to work with the development community and other City development review departments on a formal Preliminary Review process (HPT Recommendation #31). A progress report card including this process was distributed at the April 5 Developer's Roundtable with the purpose of informing developers and staff about this ongoing effort. Several ordinance amendments (HPT Recommendation #32), including changes to the sign code (Title 23), zoning code (Title 20), and tree removal code (Title 13), were approved by Council at its March 26 and April 2 hearings. These amendments were published and posted on the Department's website prior to the hearings, and subsequently reported in the aforementioned progress report card. Information memos regarding formalizing outside building inspections (HPT Recommendation #27) and high rises in the Downtown (HPT

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Recommendation #44) will be sent to Council this month. The latter is being completed in conjunction with Redevelopment Agency staff.

Attached is a detailed matrix that shows actions taken to date to address each HPT recommendation (changes from the previous month's report are shown in bold and italics). We will be available at your meeting on April 8, 2002, to discuss the month's actions and to provide a status of any other HPT recommendations that the Committee would like to discuss.

LESLYE CORSIGLIA
Director of Housing

STEPHEN M. HAASE
Director of Planning, Building and Code
Enforcement

Attachment

